

# Filming/Photography Information Buffalo National River, Arkansas

National Park Service  
U.S. Department of the Interior



The National Park Service Organic Act sets the direction for management of the nation's treasures that make up the national park system:

*"The service...shall promote and regulate the use of ... national parks ... [its] purpose is to conserve the scenery and the natural and historic objects and the wild life therein and to provide for the enjoyment of the same in such manner and by such means as will leave them unimpaired for the enjoyment of future generations." (16 U.S.C. 1)*

It is the policy of Buffalo National River to allow filming and photography when and where possible, while adhering to this mandate. Therefore, the filming or photography request will be evaluated for its potential for resource damage and any anticipated disruption of normal public use.

Public Law 106-206, codified at 16 U.S.C. 460/-6d, instructs the Secretary of the Interior to "establish a reasonable fee for commercial filming activities or similar projects on Federal land..." Commercial filming is defined as digital or film recording of a visual image or sound recording by a person, business, or other entity for a market audience, such as for a documentary, television or feature film, advertisement, or similar project. Under P.L. 106-206 all commercial filming requires a permit and is subject to a location fee and cost recovery.

The following guidelines are established by the superintendent of Buffalo National River as they relate to filming and photographic activities within the park.

A permit **is required** for any commercial still photography that:

- involves the use of a model (or on-camera talent), set, or prop; or
- requires entry into a closed area or could damage park resources; or
- requires access to the park before or after normal working hours.

Generally, permits are **not required** for:

- A visitor using a camera and/or a recording device for his/her own personal use and within normal visitation areas and hours; or
- A commercial photographer not using a prop, model (on-camera talent), or set, and staying within normal visitation areas and hours; or
- Sound technicians, and film or video news crews at breaking news events. This never requires a permit, but is subject to the imposition of restrictions and conditions necessary to protect park resources and public health and safety, and to prevent impairment or derogation of park resources or values.
- NPS filming or photography, Department of the Interior Audiovisual Center filming or filming/photography done pursuant to a cooperative agreement or contract.

Filming/Photography Permits - are issued for photography, filming, and associated sound recording to ensure protection of resources, to prevent significant disruption of normal visitor uses, or when they involve props, models (on-camera talent), professional crews and casts or set dressings. Permits are required for access to areas normally closed to the visiting public.

To apply for a permit, copy and complete the attached form and submit it to Superintendent, Buffalo National River, 402 N. Walnut, Suite 136, Harrison, AR 72601, allowing sufficient time for evaluation by the park staff before the start date for your activity in the park. Please remember to enclose your check or money order for **\$50.00** to cover non-refundable application costs. Your request will be evaluated on the basis of the information in your application. Therefore you are encouraged to

attach maps, diagrams, script pages or storyboards to assist the park staff in evaluating your request. (Submission of script and story-boards is voluntary.)

Most requests can be processed within 5 working days. Requests which involve multiple locations, complex logistics or coordination with other visitor activities will require a minimum of 15 working days to process. Projects which require environmental or cultural resource evaluation must be submitted not less than 30 days before the start of proposed activities.

All costs of evaluating the request will be billed to the applicant, whether a permit is issued or not. In compliance with the requirements of the Debt Collection Improvement Act of 1996, the applicant must submit their social security number or Federal tax ID number when filling out the application for permit.

Conference/Site Scouting - may be scheduled with the park's permit coordinator and the potential permittee if it is deemed necessary after the application has been received and reviewed. A visit to all potential filming sites in the park will usually be made at this time. The completed permit will detail the activities and locations to be authorized. Any activities not specified in the permit will not be allowed. No activities on NPS property may begin until the permit has been approved by the park and agreed to by the permittee.

Costs and Fees - Costs incurred by NPS in conjunction with accommodating the permitted activity will be reimbursed by the permittee. Administrative costs, and estimated costs for activities on site will be calculated and must be paid when the permit is approved. If any additional costs are incurred, the permittee will be billed at the conclusion of the permit.

All commercial filming permits and still photography permits are subject to cost recovery and a location fee. No waivers are allowed. The location fee is calculated per day and must be based on the following schedule and is determined by the type of activity (commercial filming versus still photography) and the number of people on park lands associated with the permitted activity. There is no deviation from the schedule.

#### Commercial Filming/Videos

1 – 2 people, camera & tripod only	\$0/day
1 - 10 people	\$150/day
11 - 30 people	\$250/day
31 - 49 people	\$500/day
Over 50 people	\$750/day

#### Still Photography

1 - 10 people	\$50/day
11 - 30 people	\$150/day
Over 30 people	\$250/day

The applicant or permittee is required to notify the NPS of any delays or schedule changes at least 36 hours in advance, or as agreed to by the superintendent. Should the applicant or permittee fail to provide such advance notification, the applicant or permittee is responsible for paying all costs incurred by the NPS anytime during the application, permitting, or operational process, including those due to cancellation, moving, or rescheduling of the project. Such payment will include but not be limited to a non-refundable charge for each staff person scheduled for the affected activity. Such charge will, at a minimum, be the equivalent of two hours overtime for each employee assigned. These costs may be recovered through the posting of a bond at the time of application, or through a bill for collection presented at any point after initial contact.

Any fees applicable will be determined on a case by case basis. The permittee will be advised of any such fees prior to receiving a permit.

Insurance and Bonding - General liability insurance must be carried by the permittee showing the U.S. Government, National Park Service, Buffalo National River address as additionally insured. Short term policies must show coverage on "occurrence" basis. The amount of commercial liability insurance may range from \$500,000 to several million depending on the nature of the project. Additional amounts may be required for high risk activities.

Certain activities may trigger the need for the permittee to post a refundable damage bond. The amount of the bond will be equivalent to the estimated cost to NPS for clean up, repair or rehabilitation of resources or facilities that could potentially be impacted by the permit activities. At the conclusion of the permit, the bond will be returned to the permittee after costs of clean up, repair or rehabilitation are deducted.

Sharing the Park - A filming or photography permit does not allow the permittee to restrict park visitors from any location; therefore sites which attract a large number of visitors should be avoided. Normal visitor use patterns will not be interrupted for longer than fifteen minutes, and only as specified in the approved permit. Film/photography permit activities

may not occur simultaneously with other permitted activities or unduly conflict with scheduled public activities. Visitors will be allowed to watch filming.

For more complex permit operations, or for activities which require coordination with other visitor use, and for those which are perceived to have the potential to impact park resources without proper supervision and care, at least one employee of the National Park Service will be assigned to the film/photography crew. The permittee will be responsible for reimbursing the park for NPS monitoring. These costs will be included in the estimate of site use charges. Any additional costs will be recovered at the conclusion of the permit.

Restrictions and Conditions - will be enumerated in the permit. The following activities are restricted and must be approved on a case by case basis: 1) use of children or animals, 2) discharge of blank ammunition and all black powder weapons, 3) mechanical or pyrotechnic special effects, 4) stunts, 5) amplified music or sound, 6) placing of large set dressings, 7) filming photography inside interiors of government administrative work areas, 8) film equipment or activities on roadways, 9) access to closed areas or access to areas during non-visitor use hours. The permit will specify the number of people and the exact types of equipment allowed. Activities not specified in the permit will not be allowed by the NPS monitor on duty.

Please note that the permit does not include authority to film or photograph individuals. Model releases are the responsibility of the permittee.

Closures - Permit activities may be restricted based on weather or seasonal conditions (fire danger, standing water after rain, nesting season, etc.). Additional closures, use limits and/or restricted activities are listed in the Superintendent's Compendium.

Prohibited Activities - Activities having the potential to damage or significantly impact or alter park resources are prohibited. The following are also prohibited: 1) altering, damaging or removing vegetation, 2) vehicle use off established roads and parking areas, 3) use of insecticides, herbicides and pesticides, 4) loud noises (60 decibels or higher) between 10:00 p.m. and 6:00 a.m., 5) smoking in buildings, on boardwalks or in vegetated areas, 6) use of fragile vegetation areas, except on trails or already disturbed areas (as determined by NPS), 7) flying aircraft below FAA recommended minimum altitude (usually 2,000 feet) or landing of aircraft except at designated landing sites 8) writing on or discoloring any natural feature or structure.

Harassment of wildlife is prohibited by law. Filming of wildlife is permitted as long as there is NO disturbance, feeding, teasing, or manipulation of resident or free-roaming animals. Wildlife captured elsewhere may NOT be used in any in-park filming, whether trained or not.

Termination of Permit - All filming or photography permits issued by the National Park Service are "revocable" on 24 hours notice, or WITHOUT NOTICE if the terms of the permit are violated. Deliberate infractions of the terms of the filming permit or the deliberate making of false or misleading statements concerning intended actions in order to obtain a permit are causes for immediate termination of the permit and cause for possible prosecution. Permits will be revoked if damage to resources or facilities is threatened, or if there is a clear danger to public health or safety.

Denial of Permit - A request for a filming or photography permit may be denied if:

--in the opinion of the superintendent or his/her designee, the filming activity requested represents a potential for harm or impact on the park's natural, cultural, wilderness or recreational resources, may create health or safety risks, or disrupt visitor use and enjoyment;

--it is determined that supervisory requirements for the proposed project will place unreasonable burdens on park staff, regardless of the applicant's willingness to pay supervisory costs;

--the permittee fails to obtain insurance/bonding, or to agree to pay assessed cost recovery;

--the proposed filming or photography would conflict with the visitors' normal use of the park;

--the request includes entry into areas closed to the general visiting public, or which would allow activities not permitted to the average visitor.

08/31/06

**Application for Photography/Filming Permit – Short Form**

Please supply the information requested below. This information is required to evaluate your permit request. **Attach additional sheets, if necessary.** Allow at least four (4) business days for processing. A non-refundable processing fee may be required to accompany this application. There may be additional fees charged, including a location fee, and you will be required to provide proof of liability insurance.

Applicant: \_\_\_\_\_  
Social Security #: \_\_\_\_\_  
Street/Address: \_\_\_\_\_  
City/State/Zip Code: \_\_\_\_\_  
Telephone #: \_\_\_\_\_  
Cell phone #: \_\_\_\_\_  
Fax #: \_\_\_\_\_  
Email: \_\_\_\_\_

Company: \_\_\_\_\_  
Tax ID #: \_\_\_\_\_  
Street/Address: \_\_\_\_\_  
City/State/Zip Code: \_\_\_\_\_  
Telephone #: \_\_\_\_\_  
Cell phone #: \_\_\_\_\_  
Fax #: \_\_\_\_\_  
Email: \_\_\_\_\_

Project name: \_\_\_\_\_  
Type of project: \_\_\_\_\_  
Location manager: \_\_\_\_\_  
Telephone #: \_\_\_\_\_  
Cell phone #: \_\_\_\_\_

Producer: \_\_\_\_\_  
Photographer: \_\_\_\_\_  
Director: \_\_\_\_\_  
Caterer: \_\_\_\_\_  
Telephone # - set: \_\_\_\_\_:

Summary of Activities and Scene(s): \_\_\_\_\_

**SCHEDULE BY LOCATION(S)** (Includes filming, parking and base camp):

Date	Location	Start Time	End Time	Type of Activity (e.g., film, prep, or strike)	Number of Cast & Crew

Maximum Number of Participants \_\_\_\_\_ (Please provide best estimate)

Description of Equipment/Props: \_\_\_\_\_

Attach list of vehicles including type and license plate number.

Use of Roads and/or Trails? (Y/N): \_\_\_\_\_ Describe: \_\_\_\_\_

I hereby state that the above information given is complete and correct and that no false or misleading information or false statements have been given. All estimates are reliable to the best of my knowledge and I have the full authority to represent the applicant entity and the project described above.

Signature: \_\_\_\_\_ Print Name: \_\_\_\_\_ Date: \_\_\_\_\_

Title: \_\_\_\_\_ Company Name: \_\_\_\_\_

Information provided will be used to determine whether a permit will be issued. Completed application must be accompanied by an application fee in the form of a cashiers check or money order in the amount of **\$50.00** made payable to **National Park Service**. Application and administrative charges are non-refundable. This completed application should be mailed to: *Buffalo National River, 402 N. Walnut, Suite 136, Harrison, AR 72601.*

**Note** that this is an application only, and does not serve as permission to conduct a filming project or any other use of the park. If your request is approved, a permit containing applicable conditions and regulations will be sent to the person designated on the application. The permit must be signed and returned to the park prior to the event.

**Paperwork Reduction Act Statement:** This information is being collected to allow the park manager to make a value judgment on whether or not to allow the requested use. All the applicable parts of the form must be completed. A Federal agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

**Estimated Burden Statement:** Public reporting burden for this form is estimated to average 30 minutes per response including the time it takes to read, gather and maintain data, review instructions and complete the form. Direct comments regarding this burden estimate or any aspects of this form to the National Park Service, Special Park Uses Program Manager, 1849 C Street NW (2460), Washington, D.C. 20240